

November Club  
Yearbook



1946 = 1947





# YEARBOOK

1946-1947

## NOVEMBER CLUB

—

ANDOVER  
MASSACHUSETTS

Organized November 7, 1889

Incorporated June 15, 1891

# PRESIDENTS OF THE NOVEMBER CLUB

1889 - 1946

\*MRS. HELEN M. COY, 1889-1890

\*MISS EMILY A. MEANS, 1890-1891

\*MRS. FREDERIC PALMER, 1891-1892

\*MRS. WILLIAM J. TUCKER, 1892-1893

\*MISS MARIA S. MERRILL, 1893-1894

\*MISS AGNES PARK, 1894-1896

\*MRS. HORACE H. TYER, 1896-1898

\*MRS. MATTHEW S. MCCURDY, 1898-1901

\*MISS ALICE BUCK, 1901-1903

\*MRS. FREDERIC PALMER, 1903-1904

\*MRS. HORACE H. TYER, 1904-1905

\*MRS. MATTHEW S. MCCURDY, 1905-1906

\*MRS. PETER D. SMITH, 1906-1909

MRS. JAMES C. SAWYER, 1909-1911, Durham, N. H.

\*MRS. FRANK T. CARLTON, 1911-1913

\*MRS. EDWARD Y. HINCKS, 1913-1914  
\*MISS KATHERINE R. KELSEY, 1914-1917  
MRS. JAMES C. SAWYER, 1917-1919  
\*MRS. HORACE H. TYER, 1919-1921  
\*MISS BERTHA BAILEY, 1921-1923  
MRS. JOHN C. ANGUS, 1923-1925  
MRS. E. VICTOR BIGELOW, 1925-1927, Quincy  
\*MRS. FRANK T. CARLTON, 1927-1928  
MISS FONNIE E. DAVIS, 1928-1931  
MRS. JAMES H. EATON, 1931-1932  
MRS. HENRY S. HOPPER, 1932-1934  
MRS. LESTER E. LYNDE, 1934-1936  
MISS ANNE B. PENNIMAN, 1936-1939  
MRS. FREDERICK M. BOYCE, 1939-1941  
MRS. F. TYLER CARLTON, 1941-1943  
MISS ANNE B. PENNIMAN, 1943-1944  
MRS. HAROLD T. GODFREY, 1944-1946  
MRS. OTIS C. SEVERANCE, 1946-1946, Resigned  
MRS. HAROLD T. GODFREY, 1946

\*Deceased

## Presidents



## OFFICERS, 1946 - 1947

<i>President</i>	MRS. HAROLD T. GODFREY
<i>First Vice-President</i>	MRS. REGINALD W. HOLT
<i>Second Vice-President</i>	MRS. EDWARD C. NICHOLS
<i>Recording Secretary</i>	MRS. STANLEY W. PARKER
<i>Corresponding Secretary</i>	MRS. JOSEPH J. TAVERN
<i>Treasurer</i>	MRS. W. SHIRLEY BARNARD

### DIRECTORS FOR ONE YEAR

MRS. WILLIAM W. KURTH

MRS. FRANK R. PETTY

### DIRECTORS FOR TWO YEARS

MRS. DOUGLAS DONALD

MRS. WALTER C. TOMLINSON

### DIRECTORS FOR THREE YEARS

MRS. WALTER F. LILLIS

MRS. J. KENDELL LONGE

Directors' meetings are held with the President the second Wednesday of each month at 10:00 A. M.

## CLUBHOUSE AND GROUNDS COMMITTEE

MRS. FREDERICK H. HULME, Chairman, Tel. 975

MRS. DOUGLAS M. DUNBAR, Tel. 1176

MRS. LEON A. FIELD, Tel. 1113-R

## PRINTING COMMITTEE

MISS BESSIE P. GOLDSMITH

MRS. STANLEY W. PARKER

## COMMITTEE ON TEAS

MRS. CLIFFORD M. NORTH, Chairman

MRS. PRESTON H. BLAKE

MRS. JOHN N. COLE, 2<sup>ND</sup>

MRS. EVAN A. NASON

## AUDITOR

MRS. HENRY S. HOPPER

## NOMINATING COMMITTEE

MRS. OSWALD TOWER, Chairman

MRS. F. TYLER CARLTON

MISS FONNIE E. DAVIS

## WAYS AND MEANS COMMITTEE

MRS. FOSTER C. BARNARD

MRS. GEORGE E. HASELTON Co-Chairmen

MRS. FRANK A. BUTTRICK

MRS. ARTHUR A. REEVES

MRS. WILLIAM A. TROW

MRS. HERBERT H. VEIT

## ANDOVER INFIRMARY CHRISTMAS COMMITTEE

MRS. FRANK L. BRIGHAM, Chairman

MRS. F. TYLER CARLTON

MRS. FREDERIC A. PRISLEY

## Officers

## Committees



November, 1946

## CALENDAR

April, 1947

Meetings are held at the November Clubhouse, 6 Locke Street, on alternate Mondays, at 3:00 P. M., unless otherwise stated. Refreshments will be served at the close of each meeting.

Guest privilege limits a resident of Andover to two meetings.

Nov. 4 WHERE I HANG MY HEART

Mrs. JAMES K. ROMEYN

Inspiration — Entertainment — Humor  
(Informal reception) (For members only)

Nov. 18 SURVEY OF DOMESTIC ARCHITECTURE  
AND FURNISHINGS (Illustrated)

The Art Department presents

ELEANOR E. RANDALL

Critic and advisor of national reputation.

Dec. 2 THE SPIRIT OF SURVIVAL

DRUE TARTIÈRE

Author and patriot, with a colorful career.

She speaks intimately of the French  
people among whom she lives.

Dec. 16 SKETCHES FROM DICKENS

The Literature Department presents

EDWARD F. PAYNE

Sketches in color with vivid impersonations.  
Readings from "The Christmas Carol."



Jan. 6 WASHINGTON REPORTER OFF THE  
RECORD

ESTHER VAN WAGONER TUFTY

Owning her own news bureau she covers  
Washington for three hundred newspapers.

Jan. 20 PEOPLE YOU'VE MET

The Drama Department presents

NAN LAGERSTEDT

Dramatic portrayals of everyday life,  
by a gifted and pleasing actress.

Feb. 3 HOMES AND GARDENS OF ENGLAND  
(Colored slides)

MR. V. C. BUCKLEY

World traveler and Fellow of  
the Royal Geographic Society.

Feb. 17 WINDS OF THE WORLD

MRS. FRANK MANSFIELD TAYLOR

Mar. 3 WOMEN — AND THE LAW

MRS. NORMAN ALDEN DOWNS

Instructive entertainment by an  
experienced lecturer and  
practicing attorney.

Mar. 17 CHINA, THE UNITED STATES, AND THE  
NEW PACIFIC

DR. H. H. CHANG

Distinguished Chinese diplomat

Author of "Chiang Kai-shek:

Asia's Man of Destiny"

Guest night, 8:15 P. M.

Mar. 31 AN AFTERNOON OF MUSIC

BY CLUB MEMBERS

MRS. IVAR L. SJOSTROM, *Chairman*

Apr. 7 ANNUAL MEETING

ENTERTAINMENT

(For members only)

Calendar

# BOOK REVIEWS.

by

MARION TUCKER RUDKIN

AT THE CLUBHOUSE

THURSDAYS . . 3:00 P. M.

November 14

March 6

December 5

March 27

Each member is asked to be responsible for selling one ticket to these Book Reviews.



# DEPARTMENT PROGRAMS

## ART

MONDAYS AT 3:00 P. M.

### *Committee*

MRS. JESSE BOTTOMLEY, *Chairman*

MRS. JOSEPH P. BELL

MISS HARRIET W. CARTER

MRS. CHARLES B. MARTIN

### AMERICAN DOMESTIC ARCHITECTURE

Nov. 11 Elements of Building

Builders, Craftsmen, and Architects

COLONIAL 1630-1800

Nov. 25 Early American 1636-1700

GEORGIAN 1730-1800

Dec. 9 Restoration of Williamsburg

POST COLONIAL 1790-1820

Jan. 13 Famous Virginian Mansions

GREEK REVIVAL 1820-1860

Jan. 27 Details of Exterior and Interior

Fall of Greek Revival

SPANISH AND CREOLE

Feb. 10

California and Louisiana

Facade, Plans, and Iron Work

ENGLISH, GOTHIC AND FRENCH RENAISSANCE

Feb. 24

Victorian and Queen Anne

ROMANESQUE REVIVAL 1876-1893

Mar. 10

Details of Exterior and Interior

ECLECTICISM 1893-1917

Characteristics and Popinjay Houses

Mar. 24 Trip to Salem and Marblehead

Apr. 7 Annual Meeting

With exhibition of jade and carved ivory.

## DRAMA

FRIDAYS AT 3:00 P. M.

### *Committee*

MRS. WILLIAM R. EDWARDS

MRS. REGINALD W. HOLT

MRS. PRESTON H. BLAKE

MRS. DINO G. VALZ

*Co-Chairmen*

Nov. 8 UNIQUE ENTERTAINMENT

Open Meeting — November Clubhouse

Dec. 6 CHICKEN EVERY SUNDAY

*Julius J. and Phillip G. Epstein*

Jan. 10 CHICKEN EVERY SUNDAY

*Julius J. and Phillip G. Epstein*

Feb. 7 THE MAGNIFICENT YANKEE

*Emmet Lavery*

Mar. 7 THE MAGNIFICENT YANKEE

*Emmet Lavery*

Apr. 4 ANNUAL MEETING

Character Make-up and Costuming



# LITERATURE

WEDNESDAYS AT 3:00 P. M.

## Committee

MRS. CLEVELAND GILCREAST, *Chairman*

MISS BARBARA A. LOOMER

MISS ANNE B. PENNIMAN

Nov. 13 THE GARDEN

*V. Sackville-West*

Nov. 27 SEEING THINGS

*John Mason Brown*

Dec. 11 THE HAPPY PROFESSION

*Ellery Sedgwick*

Jan. 15 THUNDER OUT OF CHINA

*Theodore H. White and Annalee Jacoby*

Jan. 29 HOLDFAST GAINES

*Odell and Willard Shepard*

Feb. 12 TO BE ANNOUNCED

Feb. 26 TO BE ANNOUNCED

Mar. 12 ANNUAL MEETING

Drama

Literature

## ROLL OF MEMBERS

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✓ Abbott, Frances W. (Mrs. Charles E.)  
 ✓ Barnard, Elizabeth D. (Mrs. Foster C.)  
 ✓ Barnard, Winifred M. (Mrs. W. Shirley)  
 ✓ Barrett, Florence H. (Mrs. Willard R.)  
 ✓ Bearse, Frances T. (Mrs. Norman I.)  
 ✓ Bell, Alice L. (Miss)  
 ✓ Bell, Edith F. (Mrs. Joseph P.)  
 ✓ Bell, Mary W. (Miss)  
 ✓ Blake, Gertrude I. (Mrs. Preston H.)  
 ✓ Bliss, Eleanor G. (Mrs. Arthur)  
 ✓ Bodwell, Eva C. (Mrs. Henry A.)  
 ✓ Bond, Anna M. (Mrs. John W.)  
 ✓ Bottomley, Amelia P. (Mrs. Jesse)  
 ✓ Boyce, Eda T. (Mrs. Frederick M.)  
 ✓ Boynton, Clara R. (Miss)  
 ✓ Brigham, Winifred W. (Mrs. Frank L.)  
 ✓ Brockbank, Bessie C. (Mrs. Isaac M.)  
 ✓ Brodhead, Hazel B. (Mrs. John A.)  
 ✓ Brown, Ethel F. (Miss)  
 ✓ Brown, Marjory (Mrs. Henson H.)  
 ✓ Burgess, Catherine W. (Mrs. John E.)  
 ✓ Buttrick, Lillian M. (Mrs. Frank A.)  
 ✓ Campbell, Bertha E. (Mrs. James A.)  
 ✓ Carlton, Alice Loomer (Mrs. F. Tyler)  
 ✓ Carter, Harriet W. (Miss)  
 ✓ Carter, Mabel M. (Miss)  
 ✓ Cheever, Alice Monroe (Mrs. George F.)  
 ✓ Clark, Louise M. (Mrs. Granville A.)  
 × Cole, Betty Lane (Mrs. John N., 2nd)  
 × Cole, Marguerite B. (Mrs. Philip P.)  
 ✓ Cole, Marion Barnard (Mrs. Arthur W.)  
 ✓ Colloten, Dorothy B. (Mrs. George A.)



# BOOK REVIEWS

by

MRS. MARION TUCKER RUDKIN

*Auspices of the November Club*

November 14, December 5, March 6, March 27

at 3:00 p. m.

COURSE TICKET, \$2.00 — TAX, .40 — TOTAL, \$2.40

*Tea Will Be Served*

130



✕ Currier, Margaret C. (Mrs. Charles A.)  
 ✕ Dahle, Elizabeth E. (Mrs. Joseph)  
 ✕ Dalglish, Clare J. (Mrs. Walter M.)  
 ✕ Davis, Ethel (Mrs. Walter R.)  
 ✕ Davis, Fannie E. (Miss)  
 ✕ Dean, Marion (Mrs. James L.)  
 ✕ Donald, Edith J. (Mrs. Douglas)  
 ✕ Dunbar, Mary C. (Mrs. Douglas M.)  
 ✕ Eaton, Lucy Allen (Mrs. Thaxter)  
 ✕ Eaton, Mildred F. (Mrs. James H.)  
 ✕ Edwards, Marjorie (Mrs. William R.)  
 ✕ Emmons, Dorothy (Mrs. Thomas)  
 ✕ Emmons, Grace G. (Mrs. Harry I.)  
 ✕ Emmons, Marjorie W. (Mrs. William V.)  
 ✕ Ezell, Woodson Cole (Mrs.)  
 ✕ Farlow, Maude Soule (Mrs.)  
 ✕ Field, Pauline G. (Mrs. Leon A.)  
 ✕ Finger, Mary B. (Mrs. Louis S.)  
 ✕ Flag, Annie F. (Mrs. Burton S.)  
 ✕ Foster, Irene (Mrs. William P.)  
 ✕ Fox, Lilian J. (Miss)  
 ✕ French, Clara Belle S. (Mrs. Philip R.)  
 ✕ French, Mary W. (Mrs. Edward V.)  
 ✕ Frost, Charlotte E. H. (Mrs. Archie N.)  
 ✕ Gallagher, Constance Dann (Mrs. J. Roswell)  
 ✕ Gibson, May Bess (Mrs. Alexander D.)  
 ✕ Gilcreast, Harriet J. (Mrs. Cleveland)  
 ✕ Glennie, Hazel K. (Mrs. George W.)  
 ✕ Godfrey, Edith M. (Mrs. O. M.)  
 ✕ Godfrey, Ruth M. (Mrs. Harold T.)  
 ✕ Goldsmith, Bessie Punchard (Miss)  
 ✕ Gray, Bertha Morgan (Mrs.)  
 ✕ Groves, Wayne (Mrs. Wilfred)  
 ✕ Hadley, Grace F. (Mrs. Ralph E.)  
 ✕ Halford, Laura T. (Mrs. John)  
 ✕ Hall, Maud James (Mrs. Byron C.)  
 ✕ Hammond, Bethea M. (Mrs. Edmond E.)  
 ✕ Hardy, Edith E. (Mrs. Frank H.)  
 ✕ Hartigan, Celeste D. (Mrs. John J.)  
 ✕ Harrison, Lesley W. (Mrs. Clifton R.)  
 ✕ Haselton, Mabel (Mrs. George E.)  
 ✕ Hay, Louise O. (Mrs. Ernest C.)

## Roll of Members

Hearsey, Marguerite (Miss)  
Hinman, Ethel P. (Mrs. George W.)  
Hird, Nancy (Miss)  
Holmes, Harriet L. (Mrs. George M. R.)  
Holt, Helen (Mrs. Reginald W.)  
Hopper, Anna H. (Mrs. Henry S.)  
Horne, Mildred Videto (Mrs. Burchard Everett)  
Howe, Lillian E. (Mrs. Walter E.)  
Hulme, Louise D. (Mrs. Frederick R.)  
Humphreys, Ethel (Miss)  
Humphreys, Maidion M. (Mrs. Irving)  
Jaspert, Eileen (Mrs. George H.)  
Jenkins, Alice C. (Miss)  
Jenkins, Kate P. (Miss)  
Johnson, Bertha W. (Mrs. T. John)  
Johnson, Margaret W. (Mrs. Mitchell)  
Jones, Mary N. T. (Mrs. Frederick H.)  
Kelsey, Louise R. (Miss)  
Kerr, Jennie (Mrs. Albert L.)  
Kurth, Isabel S. (Mrs. William W.)  
Lawton, Florence D. L. (Mrs. Leon J.)  
Leitch, Gertrude S. (Mrs. Harold W.)  
Lewis, Hilda (Mrs. Ellsworth H.)  
Lillis, Beatrice C. (Mrs. Walter F.)  
Longe, Mabel K. (Mrs. J. Kendell)  
Loomer, Barbara A. (Miss)  
Lord, Elizabeth W. (Mrs. Wilfred)  
Loud, Ethel B. (Mrs. Stanley L.)  
Lovely, Isabell K. (Mrs. Eugene V.)  
Lynde, Frances W. (Mrs. Lester E.)  
Marshall, Mabel (Miss)  
Martin, Ruth H. (Mrs. Charles B.)  
Maynard, Clara C. (Mrs. Robert E.)  
McTernan, Helen M. (Mrs. Malcolm B.)  
Merrill, Gertrude A. (Mrs. Ernest S.)  
Mondale, Madelyn S. (Mrs. Walter E.)  
Nason, Lula W. (Mrs. Evan A.)  
Newton, Elizabeth A. (Mrs. Lester C.)  
Nichols, Arita Taft (Mrs. Edward C.)  
North, Arline A. (Mrs. Clifford M.)  
Noyes, Mary A. (Mrs. Harry H.)  
Nunez, Edith R. (Mrs. V. E.)  
Nutton, Frances M. (Mrs. Percy)

Paige, Alice (Mrs. Frank)  
Painter, Clare T. (Mrs. Vere)  
Parker, Evelyn (Miss)  
Parker, Helen C. (Mrs. Stanley W.)  
Partridge, Dorothy (Mrs. Walter H.)  
Peck, Amelia K. (Mrs. Montville E.)  
Peck, Helen W. (Mrs. Bertrand G.)  
Penniman, Anne B. (Miss)  
Penniman, S. Ella (Miss)  
Perry, Elizabeth H. (Mrs. Edwin E.)  
Petty, Arlene M. (Mrs. Frank R.)  
Pingree, Elizabeth M. (Mrs. Daniel)  
Prisley, Gladys P. (Mrs. Frederic A.)  
Putnam, Miriam (Miss)  
Rafton, Helen G. (Mrs. Harold R.)  
Rand, Nellie F. (Mrs. Joseph A.)  
Reeves, Mildred B. (Mrs. Arthur A.)  
Richardson, Theresa W. (Mrs.)  
Robjent, Mary B. (Mrs. George F.)  
Rodericks, Irene W. (Mrs. Francis)  
Sanborn, Dorothy F. (Mrs. Henry C.)  
Sanborn, Frances L. (Mrs. George K.)  
Sanborn, Laura M. (Miss)  
Sargent, Marion L. (Mrs. Cyril G.)  
Sears, Elizabeth (Mrs. Richard H.)  
Shaw, Anne S. (Mrs. Clinton D.)  
Sherman, Olive F. (Mrs. Roland)  
Sjostrom, Monimia S. (Mrs. Ivar L.)  
Smith, Helen J. (Mrs. Fred Stevens)  
Smith, L. Jeannette (Miss)  
Smith, Marjorie (Miss)  
Smith, Myrtle (Mrs. Harold)  
Sorota, Stephanie (Mrs. Stephen S.)  
Stevens, Marjorie F. (Mrs. Mervin E.)  
Stevenson, Mildred J. (Mrs. Henry J.)  
Stillman, Mary (Mrs. Howell M.)  
Stone, Anne (Miss)  
Stone, May H. (Mrs. Colver J.)  
Stowers, Anne (Mrs. Nathaniel)  
Tavern, Dorothy S. (Mrs. Joseph J.)



Tewksbury, Ethel H. (Miss)  
Thompson, Rowena R. (Mrs. William G.)  
Tomlinson, Alica B. (Mrs. Walter C.)  
Tower, Helen (Mrs. Oswald)  
Trott, Emma D. (Mrs. Emery J.)  
Trow, Florence B. (Mrs. William A.)  
Twichell, Julia E. (Miss)  
Utley, Anna G. (Mrs. H. Lester)  
Valz, Erma (Mrs. Dino G.)  
Veit, Ethel H. (Mrs. Herbert H.)  
Wade, Esther C. (Mrs. Morton B.)  
Walworth, Frances (Mrs. Joseph E.)  
Weaver, Grace K. (Mrs. Elbert C.)  
Webster, Mina (Mrs. Dean K., Jr.)  
Wilkinson, Helen K. (Mrs. Ernest L.)

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## HONORARY MEMBERS

Angus, Annie Smart (Mrs. John C.)  
Bigelow, Carrie H. (Mrs. E. Victor)  
Sawyer, Mary Pepperell (Mrs. James C.)

## CHARTER

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BE IT KNOWN that whereas Emily A. Means, Elizabeth L. Handy, Abby L. Thomson, Ida M. McCurdy, Abbie J. Smith, Helen M. Coy, Maria S. Merrill, Elizabeth B. D. Smyth, Catherine S. Tyer, Philena McKeen, and Mary A. Johnson have associated themselves with the intention of forming a corporation under the name of the November Club, for the purpose of literary, social and educational purposes, and establishing and maintaining a place for a reading-room, library and social meetings, and have complied with the provisions of the Statutes of this Commonwealth in such case made and provided, as appears from the certificate of the President, Treasurer, and Directors of said corporation, duly approved by the Commissioners of Corporations, and recorded in this office:

NOW, THEREFORE, I, William M. Olin, Secretary of this Commonwealth of Massachusetts, do hereby certify that said Emily A. Means, Elizabeth L. Handy, Abby L. Thomson, Ida M. McCurdy, Abbie J. Smith, Helen M. Coy, Maria S. Merrill, Elizabeth B. D. Smyth, Catherine S. Tyer, Philena McKeen, and Mary A. Johnson, their associates and successors, are legally organized and established as and are hereby made an existing corporation under the name of the November Club, with the powers, rights, privileges, and subject to the limitations, duties and restrictions which by law appertain thereto.

Witness, my official signature hereunto subscribed, and the seal of the Commonwealth of Massachusetts hereunto affixed this fifteenth day of June, in the year of our Lord one thousand eight hundred and ninety-one.



WILLIAM M. OLIN,

Secretary of the Commonwealth

# BY-LAWS

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## ARTICLE I—MEMBERSHIP

The membership shall include the following classes:  
Regular, Honorary, Associate, and Substitute Members.

### REGULAR MEMBERS

The regular membership shall be limited to two hundred.

Members may propose each year the name of one person for membership. The name must be presented in writing to the Recording Secretary with some word of recommendation, endorsed by two other members, and signed. Members of the club may endorse not more than one name each year. These names with their sponsors shall be placed on a waiting list from which the Board of Directors shall fill all vacancies as they occur. The voting shall be by ballot, and the vote of seven members of the Board of Directors shall be necessary for election. No name shall remain on the waiting list more than two years, but it may be proposed again after that time.

Regular members shall pay an annual fee of eight dollars, which shall be due on receipt of bill September 20.

Members wishing to resign from the club must present their resignation by October first, otherwise they will be held responsible for their annual dues.

Members who fail to pay their dues on or before the first meeting in November, shall forfeit their membership in the club.

New regular members shall sign the By-Laws and shall pay an entrance fee of five dollars and an annual fee of eight dollars, which shall be due on or before the first meeting in November.

Regular members shall elect officers of the club and act upon all questions that come before them.

### HONORARY MEMBERS

Honorary membership shall include:—

First, past presidents no longer active members of the Club.

Second, any distinguished person elected by the Club.



## ASSOCIATE MEMBERS

Any lady temporarily residing in Andover, whose name has been proposed in writing, such proposals signed by three regular members, may be elected by the Board of Directors as an associate member for a term of three years.

The voting shall be by ballot, and the candidate shall receive at least seven votes.

The annual fee shall be the same as that of a regular member.

An associate member shall not participate in the business of the Club, nor be re-elected, nor retain membership after removal from Andover.

The number of associate members shall not exceed five.

## SUBSTITUTE MEMBERS

A regular member intending to be absent from Andover throughout a Club year may, by notifying the secretary to that effect not later than October first, have a substitute appointed by the Board of Directors for that year. No member may have a substitute for two consecutive years.

Substitute members shall pay an annual fee of eight dollars, which shall be due on or before the first meeting in November.

Substitute members shall not take part in any business of the Club.

## ARTICLE II—OFFICERS

Officers shall be elected by ballot at the annual meeting: the President, Vice-Presidents, Recording and Corresponding Secretaries, and Treasurer for one year, and two Directors for three years.

No Director shall be eligible for re-election until one year after the expiration of her term of service.

A vacancy in the Board of Directors occurring during the Club year shall be filled by the Board for the remainder of that Club year.

## DUTIES OF OFFICERS

The President shall preside at all meetings of the Club and of the Board of Directors, and shall perform all the duties usually belonging to her office.

In the absence of the President, her duties shall devolve upon the First Vice-President; or, in her absence upon the Second Vice-President. In the absence of all these officers the Club may elect a President pro tempore.

The Recording Secretary shall keep a full record of all meetings of the Club; and at each meeting the records of the previous meeting shall be read for correction and approval. The Corresponding Secretary shall have charge of the correspondence of the Club.

The Treasurer shall collect and have charge of all dues, fees, and other moneys of the Club; and shall spend or invest the same as may be directed by the Board of Directors. Bills shall be approved by the President before payment.

A correct account of receipts, expenditures, and investments shall be kept, and near the close of the year the same shall be audited by some one appointed by the Board of Directors, but not from its own members. The accounts shall be closed annually, and a report thereof submitted by the Treasurer to the Board of Directors at its last meeting for the year.

This report shall be read to the Club at the annual meeting.

The Board of Directors shall have charge of all affairs and manage all business of the Club concerning which no other provision is made in the By-Laws. The Board of Directors shall appoint one of its number as a Clerk, who shall keep its records and attend to such correspondence as it may direct. The Board shall submit, at the annual meeting, a report of the work of the Club for the year then closing.

### ARTICLE III--QUORUM

Twenty regular members of the Club shall constitute a quorum for the transaction of business.

### ARTICLE IV--MEETINGS

Regular meetings of the Club shall begin at a date and hour determined by the Board of Directors. The Club year shall begin the first Monday in November and end on a date as near the fifteenth of April as possible.

The meetings shall be held fortnightly upon the same day of the week as the first meeting unless otherwise determined by the Board of Directors.

Special meetings of the Club may be called by the President, through the Secretary, at the request of two Directors.

The Board of Directors shall arrange its own calendar, but shall adjourn all meetings, except the last for the year, to a fixed date.

### ARTICLE V--MANUAL

The business of this Club and of its Board of Directors shall be conducted according to the rules of procedure given in "Roberts' Rules of Order" when not otherwise provided for in the By-Laws.

### ARTICLE VI--GUESTS

At regular meetings of the club, members may bring guests on payment of fifty cents for each guest.

### ARTICLE VII--AMENDMENTS

At any regular meeting the By-Laws may be amended by a vote of two-thirds of the members present and voting, provided the amendment proposed has been presented in writing at a regular meeting of the Club at least two weeks previous.

### ARTICLE VIII--SUSPENSIONS

By a unanimous vote, any By-Law, except Article VIII, may be suspended at any meeting for that day only.

This By-Law cannot be suspended.



# RULES OF PROCEDURE

## FOR NOMINATING AND ELECTING OFFICERS OF THE

### NOVEMBER CLUB

A committee of three (3), (no member of which shall be an officer of the Club), shall be elected at the annual meeting to act as a nominating committee for the ensuing year.

This committee shall send to each member of the Club, not later than March first, a blank form naming the offices to be filled, and requesting the return of the blank within one week. These returns shall be regarded as the voice of the Club, suggestive to the committee, but not limiting their choice.

After these returns have been received, the nominating committee shall prepare a ticket, placing upon it the name of one candidate for each office, having first obtained the consent of each candidate. The tickets shall be distributed and voted upon at the annual meeting. Should no person receive a majority of votes for any office, there shall be another ballot for such office.

Members shall vote by placing a cross before the name of the candidate for each office, and the voting shall be continued until all the offices are filled, unless otherwise ordered by the Club.

## NOTICES

### ART SCHOLARSHIP FUND

The Mrs. James B. Smith Art Scholarship Fund was established in 1921 by the Art Department for the purpose of founding a scholarship to benefit pupils from the town of Andover in studying the Fine Arts. Total amount October 15, 1946, \$1,144.22.

The sum of \$20.00 is given for prizes in the public school art work.

## TRUSTEES

Miss Alice C. Jenkins, Chairman

Mrs. Harold T. Godfrey, President of the November Club

Mrs. Jesse Bottomley, Chairman of the Art Department

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## HOUSE COMMITTEE

No department shall use the clubhouse, or incur any indebtedness for the same, without consulting the House Committee.

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## SCHEDULE OF RENTALS

Single evening	\$15.00
Single afternoon	10.00
Series of afternoons (not less than four)	8.00







